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BY FAX

No. BPHQ/STY/ 251/SC
GOVERNMENT OF PAKISTAN
INTELLIGENCE BUREAU DIVISION
BALUCHISTAN PROVINCIAL HQ

Quetta, dated 27 June, 2024

Subject: **ADVERTISEMENT FOR SUPPLY OF STATIONERY AND MISCELLANEOUS ITEMS**

Please find enclosed herewith a tender showing list of stationery and other miscellaneous items to be purchased by this office during the current financial year 2024-2025 under PPRA rules. The samples of the items to be purchased can be seen in this office for which the Income Tax/ Sales Tax registered suppliers/ bidders may contact the undersigned at telephone No. **081-9201974**.

2. It is, therefore, requested that the subject tender may kindly be advertised on PPRA's website.

3. This issues with the approval of JDG Balochistan, please.

Encl: (as above)

(Sikander Ali)

Assistant Director (Admn)

Phone # 081-9201974

Mr. Rizwan Mahmood,
Director-IT,
Public Procurement Regularity Authority (PPRA),
1st Floor, FCB Building,
Near State Bank of Pakistan, Sector G-5/2,
Islamabad.
(Phone # 051-9203542 Fax # 051-9219149)

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TENDER

Sealed tender from the reputable firms/interested bidders are required for purchasing of the following stationery and other miscellaneous items at Quetta for the fiscal year 2023-24, the bidder may provide their rates and marked the envelope "Quotation for Stationery and Miscellaneous Items" and post to P.O. Box # 12 GPO, Quetta within 15 days after posting of tender on PPRA website: -

S#	Name of Items	S#	Name of Items
1.	Fax Roll 30 meter	36.	Fluid set
2.	Computer Paper 100gm (500 pgs)	37.	Fluid correction pen
3.	Computer Paper 80gm (500 pgs)	38.	Dak Book
4.	Computer Paper 70gm (500 pgs)	39.	Gum Bottle (Large)
5.	Typing Paper 60gm (400 pgs)	40.	Gum Stick (22 grams)
6.	Note Sheet Pad Green (A-4 Size)	41.	White Envelope (A-4)
7.	File Cover with Monogram (White)	42.	White Envelope (S.E.5)
8.	File Cover With Monogram (Brown)	43.	White Envelope (S.E.6)
9.	File Tag (Large & Small Size)	44.	White Envelope (S.E.8)
10.	File Board	45.	White Envelope (S.E.8) Cloth
11.	File Cover (Plastic)	46.	Brown Envelope (A-4)
12.	File Folder (Dak Pad)	47.	Brown Envelope (S.E.5)
13.	Register Large (No. 24)	48.	Brown Envelope (S.E.6)
14.	Register Large (No. 30 & 60)	49.	Brown Envelope (S.E.8)
15.	Carbon Paper	50.	Brown Envelope (S.E.8) Cloth
16.	Ball Pen	51.	Seal Sticker (Red)
17.	UNI Ball Pen (0.8)	52.	Packing Tape
18.	Signo Pen (0.7)	53.	Scotch Tape 1/2"
19.	Ink Pen (Holder)	54.	Scotch Tape 1"
20.	Ink Blue / Black/ Red	55.	Officer Note Pad Diary
21.	Marker (Permanent)	56.	Pen Stand
22.	Marker (Erasable / Whiteboard)	57.	Table Set (Marble)
23.	Punch (Single hole)	58.	Table Set (Crystal)
24.	Lead Pencil	59.	Calculator
25.	Sharpener	60.	Paste Register
26.	Eraser	61.	Pasting Color Slip
27.	Scale Steel (12")	62.	Dictionary
28.	Highlighter	63.	Pin Cushion
29.	Paper Weight	64.	Stapler Pin Opener
30.	Punch Machine	65.	Binding Ring
31.	Calendar Diary Stand	66.	Binding Tape
32.	Stapler Machine (large, medium & small)	67.	Binding Sheet (A-4) Size
33.	Stapler Pin (different sizes)	68.	Drawing Pin
34.	Paper Pin	69.	Stamp Pad Large Size
35.	Paper Clips	70.	Stamp Pad Ink

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71.	Different Computer, Printer Toner (including HP LaserJet Pro M 102a, HP LaserJet Pro M404DN, HP LaserJet Pro 400 M402DN & HP LaserJet 1102W Series/New Toner)
72.	Computer Printer Toner, Color (HP Color LaserJet Pro 400 M-452NW Series) new toner
73.	Toner for photocopier Panasonic DP-8032
74.	Refilling of Different Computer Printer Toner
75.	Different Computer Printer Toner (Change of drum)
76.	Different Computer Printer Toner (Change of blade)
77.	CD (R)
78.	CD (W)
79.	CD (RW)
80.	DVD (W/R)
81.	DVD (W)
82.	DVD (R/W)
83.	Flash Drive (08 GB)
84.	Flash Drive (16GB)
85.	Flash Drive
86.	Glint for computer Cleaning
87.	Scissor (Small, Medium)

TERMS & CONDITIONS

- i. Rate for each bid separately be quoted.
- ii. The firms should be registered with sale Tax Department.
- iii. A pay order / draft @ 5% of the bid price as refundable "Earnest Money" in the name of DD, PO Box No. 12, GPO Quetta be attached with quotations.
- iv. Quotations must be reached on given the address within 15-days after posting of tender on PPRA website.
- v. The tender will be opened before Purchase Committee after half an hour on expiry if the stipulated period.
- vi. This office reserved the right to reject / accept any or all bids.
- vii. All PPRA rules regarding procurement will be applicable.
